

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, SEPTEMBER 16, 1999
10:30 A.M.**

Commissioners Present: Kathy Campbell, Chair
Bob Workman
Linda Steinman
Bernie Heier
Larry Hudkins

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, SEPTEMBER 9, 1999

MOTION: Hudkins moved and Heier seconded approval of the minutes. On call Hudkins, Heier, Steinman, Workman and Campbell voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- a. Request from B & J Partnership, Ltd. for the County to Declare a Parcel of Property Surplus
- b. Region V Governing Board Meeting Report
- c. Letter from Senator Hudkins with regards to LR 56 (Post-Commitment Mental Health Patient Care)
- d. Request from Lincoln Airport Authority for Petition Regarding Air Service
- e. Hiring of Additional Planners

MOTION: Steinman moved and Workman seconded approval of the additions to the agenda. On call Steinman, Workman, Hudkins, Heier and Campbell voted aye. Motion carried.

3 ARBOR ROAD PAVING, WAIVER OF BIDDING REQUIREMENTS - Mike Thew, Chief Deputy County Attorney

Mike Thew, Chief Deputy County Attorney, reported that his office had received a legal opinion request from the County Engineer in response to a proposal from property owners on Arbor Road to facilitate paving of that road this paving season, even though the project has not been let for bid. He stated the County Engineer has indicated that the bidding process takes six weeks, with November 1st the deadline for completion of paving projects.

Thew said there is a provision in the bidding statutes that allows the County Board to waive bidding requirements if the County can save a significant amount of money by entering into a special purpose. He advised against entering into such a precedent setting agreement, unless it can be proved that the County would realize a savings of at least ten percent of the total project cost. Thew noted that the cost of this project is estimated to be \$120,000, using the unit cost of the East Holdrege Street Project. He added that property owners have only offered to pay \$2,500 in project engineering costs, which is not considered a savings to taxpayers since this work would typically be performed by the County Engineering Department.

Thew also reported on conversations with Mark Hunzeker, attorney for one or more of the property owners, with regards to the bidding process and potential for taxpayer litigation, should paving costs decrease in the coming year.

Campbell stated that Don Thomas, County Engineer, had indicated to her that Hunzeker had initially contacted him in June, which would have allowed sufficient time for the bidding process to take place, but further contact was not made until August. She added that this project is slated for next year in the One and Six Year Road and Bridge Improvement Program and cautioned against altering that schedule without clear criteria in place. Campbell suggested that the County Engineer instead work to prioritize this project for the next paving season.

Hudkins asked whether the project could proceed by buying-off of an existing contract.

Thew responded that all of the road projects for this paving season were bid separately and a paving contractor may wish to bid the project, even if they are not currently working in the project area. He noted that current paving obligations may also be a problem.

The Board requested Thew to notify Hunzeker that the County Board will not schedule the matter for public hearing unless additional information is presented.

4 COMMUNITY MENTAL HEALTH DIRECTOR - Georgia Glass, Personnel Director; Pat Kant, Personnel Coordinator

Board consensus to interview the following three candidates for the position of Community Mental Health Director:

- * Dean Settle
- * Morna R. Pedersen-Rambo
- * Michelle A. Lemon-Carisman

A fourth candidate, Arthur D. Bowles, was selected as alternate.

The Board set September 28th as a tentative date for interviews and requested the Personnel Department to check references and provide candidates with a packet of information prior to the interviews.

The Board will develop interview questions at the Staff Meeting on Thursday, September 23rd.

ADDITIONS TO THE AGENDA

- e. Hiring of Additional Planners

Georgia Glass, Personnel Director, reported that the Mayor has requested that hiring of additional planners be delayed until a new Planning Director is hired.

Brief discussion took place on the process of hiring a new Planning Director, with Heier suggesting that it would be beneficial to have an indication of the Mayor's ideas on planning direction.

5 ACTION ITEMS

- a. Set Next Juvenile Detention Facility Update

Board consensus to hold this meeting on October 5, 1999 at 9 a.m.

6 CONSENT ITEMS

- a. Vacation Request from Russ Shultz, Noxious Weed Control Authority Superintendent, for Friday, September 24 through Friday, October 1, 1999

MOTION: Steinman moved and Heier seconded approval. On call Steinman, Heier, Workman, Hudkins and Campbell voted aye. Motion carried.

7 ADMINISTRATIVE OFFICER REPORT

- a. Report on Families First & Foremost Grant

Kerry Eagan, Chief Administrative Officer, reported on development of the contract for Sheryl Schrepf, Families First & Foremost Grant Director, noting Schrepf will remain an independent contractor.

Eagan also stated it is possible to create a position in the unclassified service so that an employee, who is currently in the classified service, may take a one year leave of absence to accept the position of Deputy Director, thereby retaining benefits. The County Board will retain direct supervision of this position, possibly through Kit Boesch, Human Services Administrator.

Dave Johnson, Deputy County Attorney, stated that the contract with Schrepf will be tied to receipt of Families First & Foremost Grant funding from the State Department of Health and Human Services (HHS). He noted that, if funding falls through, the County would be responsible for payment of services already performed.

b. Legislative Agenda for Upcoming Legislative Session

Eagan indicated that a letter seeking legislative agenda topics will be sent to the elected officials and department heads. He noted that a list of identified topics includes the following:

- * Juvenile boarding contracts
- * Mental health post-commitment costs
- * Junked cars
- * State takeover of the District Court
- * LB 496, which changed right-of-way for telecommunications lines and related facilities and eminent domain powers
- * Special Prosecutors for in-custody deaths
- * Sitting-out of fines in jail
- * Update civil service statutes
- * Railroad Transportation Safety District (RTSD) bonding

c. Effect of Valuation Change on Rural Levy

Dave Kroeker, Budget & Fiscal Officer, appeared and presented the following materials (Exhibit A):

- * *Lancaster County Allocation of Levy*
- * *FY99 Tax & Levy Information on Lancaster County Fire Districts*
- * *FY00 Tax & Levy Information on Lancaster County Fire Districts*

Kroeker recommended that the Board increase the rates for the Lancaster County Agricultural Society and the Southwest Rural Fire District, noting that the dollar amounts will remain the same.

MOTION: Hudkins moved and Steinman seconded to accept the recommendation from Dave Kroeker, Budget & Fiscal Officer. On call Steinman, Workman, Heier, Hudkins and Campbell voted aye. Motion carried.

d. Payroll Deduction and Insert Policy

Campbell voiced concern regarding the lack of a response to a payroll insert request from Hartford Insurance, a current deferred compensation provider.

The Board requested the Payroll Deduction and Insert Policy Committee to present their recommendations to the Board at the September 30th County Board Staff Meeting.

- e. Grant Contract with Berniklau Education Solutions Team (BEST)

The Board requested Eagan to contact Terry Wagner, Lancaster County Sheriff, regarding his law enforcement concerns.

ADDITIONS TO THE AGENDA

- a. Request from B & J Partnership, Ltd. for the County to Declare a Parcel of Property Surplus

Eagan reported on a request from B & J Partnership, Ltd. for the County to declare a parcel of property adjacent to Park Boulevard, between Hill Street and Van Dorn, surplus property so that they may attempt to purchase it for consolidation with property they own at that location (Exhibit B).

MOTION: Steinman moved and Hudkins seconded to authorize the County Engineering Department and County Attorney's Office to proceed with a study of whether the property should be declared surplus. On call Hudkins, Steinman, Workman and Campbell voted aye. Heier was absent from voting. Motion carried.

- c. Letter from Senator Hudkins with regards to LR 56 (Post-Commitment Mental Health Patient Care)

Steinman indicated that she plans to attend preliminary discussions and a formal hearing on the matter (Exhibit C).

- d. Request from Lincoln Airport Authority for Petition Regarding Air Service

Campbell reported that she spoke to John Wood, Lincoln Airport Authority Executive Director, and was informed that the petition is the proper way to proceed.

MOTION: Hudkins moved and Steinman seconded to authorize Kerry Eagan, Chief Administrative Officer, to send a letter to John Wood, Lincoln Airport Authority Executive Director, indicating that the County Board will sign the air service petition. On call Hudkins, Steinman, Workman and Campbell voted aye. Heier was absent from voting. Motion carried.

8 DISCUSSION OF BOARD MEMBER MEETINGS

- a. Parks & Recreation Advisory Board - Workman

Workman reported that a request to allow a horse and cart in Pioneers Park was denied.

- b. Public Building Commission - Campbell, Hudkins

Campbell reported that security in the County-City Building was discussed, with a consensus to monitor the situation. Access to offices and panic buttons were also discussed.

Hudkins reported that a determination was made that broken tiles in the lobby of the County-City Building were the result of movement within the building, so the warranty does not apply. He also reported that \$32,000 in funds were released as significant strides have been made in balancing the heating system and stopping the leaks from the skylights and property at 809 "H" Street was purchased.

c. Board of Health - Hudkins

Hudkins reported that a retreat and training session was held.

d. Government Access & Information Committee - Steinman

Steinman reported the following:

- * Register of Deeds migration to the computer mainframe is complete and images will be on the Internet in the near future
- * An interlocal agreement changing the composition of the Government Access & Information Committee is before the City Council
- * Information Services has developed a Manual of Standards to training of web assistants
- * Aliant Communications has donated savings bonds for Raymond Central Future Business Leaders of America students that took honors at a State Future Business Leaders of American competition for their work on the InterLinc Project

The Board requested Eagan to coordinate recognition of the students with Terry Lowe, Information Services Project Manager.

e. Region V Governing Board - Steinman

Steinman reported that the Region V Governing Board voted on the budget, which includes \$440,000 for implementation of the Family & Youth Investment (FYI) program. She stated approval was given with the understanding that when disbursement of the \$440,000 is finally determined, the Governing Board will review the budget.

Eagan stated Mike Thew, Deputy County Attorney, is concerned about lack of contracts with the State Department of Health and Human Services (HHS) or Region V that address contributions or local matches.

Dave Johnson, Deputy County Attorney, stated that the contract will be drafted in such a way that it will become null and void and the County released from further responsibility if agreements with other entities are not met, pursuant to the terms of the grant application.

Campbell suggested inclusion of a statement that addendums to the contract will be added as they are developed with the other principals.

Campbell and Steinman will schedule a meeting with representatives from HHS, Region V, the Parents Group and the County Attorney's Office to determine the conditions for the agreement, with a report back to the Board.

ADJOURNMENT

By direction of the Chair the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk